

FINANCIAL DECLARATION FORM INSTRUCTIONS

If a motion for relief from or extension of time to pay costs is based on financial hardship, the Financial Declaration in Support of Motion for Relief from or Extension of Time to Pay Disciplinary Costs must be attached (see also rule 282, Rules of Procedure).

1. In Upper Left Hand Corner: Type or Print name, address, and telephone number.
2. In Caption: Check appropriate venue and type or print respondent's name, member number, and case number(s).
3. Top of page 2, 3, and 4: Type or print case name and number.
4. If you are receiving any Financial Assistance listed in item 1, complete only section 1 and go directly to bottom of page 4 to date document, type or print name, and sign name.
5. If you are not receiving Financial Assistance, complete items 2 - 8 and date document, type or print name, and sign name on bottom of page 4.

Attach the Financial Declaration to motion for relief from or extension of time to pay costs. The motion and any attachments must be served on:

The State Bar of California
Office of Probation
1149 South Hill Street, 6th Floor
Los Angeles, California, 90015-2299.

An original and one copy should be filed with the State Bar Court at:

State Bar Court of California
180 Howard Street, 6th Floor
San Francisco, CA 94105-1639
(415) 538-2050

or

State Bar Court of California
1149 South Hill Street, 5th Floor
Los Angeles, CA 90015-2299
(213) 765-1400